

March 13, 2001

Mr. Dudley Raymond
City of Frisco Planning Department
6875 Main Street
Frisco, TX 75034

**RE: Additional Professional Landscape Architectural Services
Hike and Bike Trail Master Plan
Develop Project Nomination for STEP Funding**

Dudley:

Thank you for your call yesterday and for forwarding to me the information regarding the 2001 call for projects pertaining to the Statewide Transportation Enhancement Program (STEP). We have reviewed those materials and would be interested in assisting the City of Frisco as an amendment to our current agreement for the Hike and Bike Trail Master Plan. We understand our scope to be as follows:

SCOPE

1. Assist the City in selecting two hike and bike trail related projects for nomination.
2. Familiarize ourselves with the requirements of the STEP Program and clarify any outstanding issues with TXDOT.
3. Develop conceptual plans for both projects to include:
 - project location and limits
 - relationship to transportation facilities
 - photographs of the existing site
 - site plan of the proposed construction with sections and supporting detail sufficient to fully describe the improvements
 - any required property acquisition
 - Cost Estimate and Construction Schedule
4. Assist the City by attending a public hearing concerning the projects
5. Completing the written Nomination Forms

COMPENSATION

We would propose to provide the above described services on an hourly basis based on the attached schedule of hourly rates and will not exceed \$14,000 without your prior written approval. In addition to this fee, we will charge you at our direct cost for normal reimbursable expenses, such as postage/delivery charges, printing, CADD plotting, travel to and from the site, long distance communications, expense of any additional insurance coverage/limits requested by Client in excess of our normal coverage, and other "out-of-pocket" expenses appropriate to our professional services.

INFORMATION and TASKS TO BE PROVIDED BY THE CITY

The city of Frisco will provide the following related to these services:

1. Property descriptions of the areas being contemplated for the projects.
2. If property acquisition is required, the City will obtain written commitments from the current property owners of their willingness to sell their property for development of the improvements.
3. All activities related to the scheduling, notification, and holding of the public hearing
4. Letters of project support from local organizations and support groups.
5. Documentary evidence that the environmental consequences of the proposed enhancement have been fully considered, and that the proposed enhancement will comply with all applicable local, state, and federal environmental laws, regulations and requirements.

PROJECT SCHEDULE

Because of our current involvement in the Hike and Bike Trail master Plan, we would propose taking on this additional assignment with the same personnel that are developing that document. Since this is a work effort not contemplated when we completed our contract negotiations for the Hike and Bike Trail Master Plan, we would need a time extension to that contract agreeable to both NJB and the City. Based on our understanding of what would be required to develop the STEP nominations we feel an appropriate time extension is six (6) weeks.

Please review the above and let me know if you have any questions. If you and Rick are comfortable with this general approach, I suggest we meet and review in more detail the projects being contemplated so that I can refine the fee proposal and submit a final agreement for your execution.

Sincerely,

NEWMAN, JACKSON, BIEBERSTEIN, INC.

Karl Von Bieberstein, ASLA
Vice President